



**Delaware Workforce Development Board
Executive Committee Meeting
Fox Valley Department of Labor-Annex
June 13, 2017
9:00am-11:00am
Minutes**

Attendees: Chairman Gary Stockbridge, Hon. Anas Ben Addi, George Krupanski, Jeff Bross, John Chrzanowski, Mike Watson, Sec. Patrice Gilliam-Johnson, Richard Heffron, Victoria Counihan, Kyle Maguire, Fiamma Rago, Cerron Cade, Diane Brooks, Eileen Michelinie, Lori Reeder, Rachel Turney, Richard Fernandes, Stacey Laing, Executive Director Bill Potter, Robin McKinney-Newman, Wanda Holifield, DáLynn Wright.

A quorum was acquired and everyone was welcomed.

John Chrzanowski made a motion to accept the minutes and Jeff Bross seconded the motion. The motion was carried.

Lori Reeder reported there's nothing new and they won't have any performance data until next year. Working on accumulating data, still working with ETA on submitting counts, and still working out the pearl which is a new format. Jeff Bross added that it would be a good time to new committee members to the committee.

PRCC

John Chrzanowski reported the Demand Occupation List had to be cut down by about 2/3. Bill Potter reported we are going to align things with pathways. Through three documents (Funding Guidelines, Demand Occupation List, Eligible Training Provider List) is how the DWDB can sculpt the workforce it envisions. Any jobs having 20 or more annual openings is where we start. The 20 annual openings or more is where growth jobs and replacement jobs start being imbalanced as you move up the growth jobs start to take over. This year we added another lens to make sure it lined up with pathways and if it was not in pathways we stopped. We needed to make sure people could make public comments and we received comments from Department of Education, Trade schools, DET, and businesses as a whole. Trade school thought we were being way too restrictive, welding schools were advocates for it and gave good data, Schilling Douglas hair school were saying don't cut us from the list. After the public comments, we took it to the Proposal Review Certification Committee (PRCC) and now we are at the Executive Committee Meeting so it can be voted on and approved. In July, the Board will vote for all the providers.

All applications are initial applications and not renewals which makes this year critical. We bounced the occupations off the performance measures projected for next year to make sure they were aligned with the occupation list and they were. Now, we are at 108 or 109 on the Demand Occupation List.

Stacey Laing stated DET looked at what they were training in where there's job availability and growth. She felt there would be issues with the customers such as limiting the customer's selection of jobs. Personal Physical Aid/Personal Care Aid. The employment rates are 84%, 83%, and 81%. She said, she didn't want to have the bar so high that we don't hit the whole population we need to hit in WIOA. Hair dressers/Cosmetologist isn't a part of a career ladder but the placement rate is 78% and the 2014 yearly

wage is 35,000/year. Is there a way we can make an exception of ITAs? If we pigeon hole our customers into an occupation on the list, then they won't be successful.

Secretary Gilliam-Johnson added we are doing pathways but we also have to understand what people's interests are and where a great proportion of the demand is, but is also ready to support those jobs that don't fall into pathways. Stacey Laing suggest there can be a criteria up to those people seeking jobs which aren't on the list, there could be an exception to help job seekers become successful. Is there a way we can set up a way to empower Bill Potter to approve under a certain criteria?

Stacey Laing stated we would target areas from our end. We have other marketing and outreach campaigns to reach out in Wilmington.

Gary Stockbridge stated the strategic plan tells us what we do and don't do. We have to have confidence to know the strategic plan is guiding us in the right direction. There's a messaging across the state we want everyone to align around common areas. We want to be flexible to make sure we hear every complaint and we try to align with the strategic plan.

Michael Watson made a motion to accept the addition to the Demand Occupation List and George Krupanski seconded it.

Hon. Anas Ben Addi motioned for Bill Potter to be able to adjust the Demand Occupation List between board meetings and report back to the board on what was adjusted. Secretary Patrice Gilliam-Johnson seconded it.

Bill Potter reported there are no renewals. Every application are initial applications and we are currently accepting all new applications from providers. Wanda Holifield is heading this project.

Hon. Anan Ben Addi motioned to accept the amended Demand Occupation List. John Chrzanowski seconded it. The vote carried.

Youth Council

George Krupanski reported there are two directions youth council is going in; one is going through strategic planning and; the mandate of what the DWDB is doing as related to the youth. Don't want to leave gaps as far as how many kids are out of school, where are they? (geographically), what are the needs to help them, and are they being helped by the Department of Labor or any system. Can we get clarity on the data and whether there are any gaps that exist and how large the gaps are; maybe it can show us where we are going and to get there. We should reach out to legislators and private sectors in order to move forward. Michael Watson reported only 65% of students with disabilities graduate with a high school diploma. We show create a rapid response team to research the other data.

The average grade level of prisoners is sixth grade. The problem with tracking youth goes much deeper.

Financial Report

Diane Brooks reported DWDB is under budget because they are not fully staff. Division of Employment & Training is on budget. Blue collar collections, just received our last installment.

Stacey Laing reported on Blue Collar funding. She said the taxable wage level is driven by the trust fund balance. The trust fund balance is looked at on September 30th. If the trust fund balance is over 125 million of this year, it will lower the taxable wage base but will increase the percentage. What will the taxable wage level look like for collections after January 1st. Last week or the week before, we just hit

the 125 million but the year's not out. It's not final until September 30th. WIOA & Blue Collar contracts are at 70% and 81%.

Pathways

Michael Watson reported Pathways has representation from state agencies. We have marketed apprenticeships to different communities. We have some upcoming summer events for businesses doing internships, apprenticeships, etc. to get other businesses out on board to hire more people. Also get kids with disabilities more involved.

Chairman's Report

Gary Stockbridge reported the strategic plan was filed federally and now we are going from planning to implementation.

Bill Potter reported there's a call scheduled for implementation team on July 17th. We have to have the goal teams' leads make sure the teams are ready to go forward.

Robin McKinney-Newman welcomed Cerron Cade to the board as acting director of DEDO. Trying to get new members working towards having paperwork showing who is on the executive board, various committees, etc. as well as the ratios.

RFP Status Report

Bill Potter reported using everything on the RFP draft. Recommended having two panels: one looks at the written presentations and the other looks at the oral. The Executive Committee will approve or disapprove the RFPs. Will have initial staff review before presenting to the board to make sure the minimum requirements are met.

Gary Stockbridge: make sure all panelists are professional, experts in the field of what's being presented, and focus on the best of the best presentations. Get panelists whether they are on the board or not. Board panelists might not be an expert in the area to avoid bias.

Victoria Counihan: You have a conflict of interest document signed and covered by law.

Executive Director Tasking Update

Bill: working with Stacey Laing and develop a way of making occupations better

Gary: Knowing assigned committees and work on the committees.

Apprenticeships

Rachel Turney reported apprenticeships are a way to train and they have to have 144 hours, have to be employed, it's occupation focused, and there are 400 apprenticeships available. Labor law enforcement office makes sure everything is on working smoothly. There are 1000 apprentices, 300 employer sponsors, and over 20 are in pathways programs. We are launching a two year Auto Tech program at a few vocational schools and a pilot one this summer. There are two forms employers have to fill out. If you attend Vo-Tech in Delaware, then the state pays for the training.

John C motioned for adjournment and George K seconded the motion.

Next meeting
Delaware Workforce Development Board Executive Committee Meeting
Tuesday, September 12, 2017
9:00 – 11:00 a.m.
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